

**BELLA TIERRA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS REGULAR SESSION MEETING MINUTES
NOVEMBER 14, 2017**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on November 14, 2017 at the community clubhouse.

ATTENDANCE

Directors Present

Terri Perry	President
Kevin Hagan	Secretary
Eric Dee	Treasurer

Others Present

Bill Scales	Total Property Management, Inc.
Keith Hatch	Labarre/Oksnee Insurance

CALL TO ORDER

A quorum was present and the Regular Session meeting was called to order at 6:30 P.M.

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session prior to the General Session Meeting where the following issues were discussed: Hearings for Non-Compliance matters, and Contracts and Legal matters as permitted by California Civil Code.

HOMEOWNER FORUM

Any owner in attendance is permitted three minutes to address the Board regarding Association related issues. The Board may address the issues at that time or at a later meeting. Once the homeowner forum has concluded, membership is welcome to observe the remainder of the meeting; however, they are not permitted to participate.

Several owners attended, and items of discussion were as follows:

- Holiday lights.
- Non residents at pool.
- Maintenance items.

ACTION ITEMS

Holiday Lights

The owner of 22541 Indian Hill Lane Unit N submitted a receipt for purchase of Holiday lights for the Association.

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY CARRIED to approve reimbursement of \$47.74 to the owner of 22541 Indian Hill Lane Unit N.

Insurance Proposal

Keith Hatch of LaBarre/Oksnee Insurance attended this meeting to provide the insurance package proposal for the community.

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the Property, Liability, D&O, Fidelity and Workers Comp insurance policy proposal with an annual premium of \$28,068.00 and \$5,000.00 deductible as presented by LaBarre/Oksnee Insurance.

Landscape Proposals

The following proposals from Harvest Landscape were tabled. The Board discussed the proposals and determined there are tree trimming and removal needs that are the main priority. Harvest will submit a proposal with tree trimming and removal needs.

New plant material near Unit F	\$485.04
New plant material near Unit F	\$613.40
New plant material near Unit E	\$676.36

Repair Proposals

The Board tabled the below proposals presented by CPR Construction and requested that additional proposals be obtained for these items:

25551 Unit F – Repair entry doorframe	\$1,632.00
25541 Unit T – Enlarge concrete footing at balcony post	\$1,014.00

Audit Proposal

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal from Inouye, Shively and Klatt to audit the financial statements and prepare the taxes for the fiscal year ending 12/31/17 at a cost of \$1,000.00.

LIENS

No liens.

NEXT MEETING

The next Board of Directors meeting is scheduled December 12, 2018, at 6:00 P.M. The Executive Session (Closed Session) starting at 6:00 p.m. at the community clubhouse.

ADJOURN

There being no further business to come before the Board at this time, A MOTION WAS DULY MADE, SECONDED AND CARRIED UNANIMOUSLY to adjourn the meeting at 7:15 p.m.

ATTEST:

SIGNATURE

SIGNATURE

DATE

DATE